UNITED
NATIONS

E

Economic and Social Council

Distr.
GENERAL

E/AC.51/1994/1
23 February 1994

ORIGINAL: ENGLISH

COMMITTEE FOR PROGRAMME AND COORDINATION
Thirty-fourth session
16-27 May 1994 (Part I)
29 August-16 September 1994 (Part II)
Item 2 of the provisional agenda

ADOPTION OF THE AGENDA AND ORGANIZATION OF WORK

Provisional agenda

1. Election of officers.

2. Adoption of the agenda and organization of work.

3. Review of the efficiency of the administrative and financial functioning of the United Nations.

4. Programme questions:

   (a) Programme performance of the United Nations for the biennium 1992-1993;

   (b) Proposed revisions to the medium-term plan for the period 1992-1997;

   (c) Prototype of a new format of the medium-term plan;

   (d) Review and development of procedures and norms, including workload analyses, to justify the creation, suppression, reclassification, conversion and redeployment of posts;

   (e) Establishment of a system of responsibility and accountability of programme managers of the United Nations;

   (f) Outline of the proposed programme budget for the biennium 1996-1997;

   (g) Evaluation.

5. Coordination questions.

   (a) Report of the Administrative Committee on Coordination and preparations for the Joint Meetings of the Committee for Programme and Coordination and the Administrative Committee on Coordination;

   (b) Proposed revisions to the System-wide Plan of Action for African Economic Recovery and Development.

6. Reports of the Joint Inspection Unit.

7. Provisional agenda for the thirty-fifth session of the Committee.

8. Adoption of the report of the Committee on its thirty-fourth session.

Annotations

1. Election of officers

At its thirty-third session, the Committee elected a Chairman, three Vice-Chairmen and a Rapporteur. At its thirty-fourth session, the Committee may wish to elect the Chairman from the Group of African States in accordance with the agreed pattern of rotation for the post of Chairman, and the Rapporteur from the regional group that had occupied the post of Chairman the previous year, namely the Group of Asian States.

2. Adoption of the agenda and organization of work

Pursuant to paragraph 2 (e) of Economic and Social Council resolution 1979/41 and paragraph 2 of General Assembly resolution 34/50, the Committee submitted to the Council and the Assembly for their review the provisional agenda for its thirty-fourth session, together with the list of documentation requested. The present provisional agenda and list of documentation also take into account decisions taken by the Council and the Assembly since the last session of the Committee.

3. Review of the efficiency of the administrative and financial functioning of the United Nations

In its resolution 45/254 A, the General Assembly decided to continue considering annually the administrative, structural and other aspects of the improvement of the efficiency of the Organization, and requested the Secretary-General to report accordingly.

In section I.C of its resolution 48/218 of 23 December 1993, the General Assembly, on the recommendation of the Committee for Programme and Coordination at its thirty-third session, requested the Secretary-General to submit to the General Assembly at its forty-ninth session, through the Committee for Programme and Coordination and the Advisory Committee on Administrative and Budgetary Questions, an analytical report on all aspects of the restructuring of the Secretariat and its effects on the programmes, including those relating to the

United Nations Conference on Trade and Development and transnational corporations.

Documentation

Analytical report of the Secretary-General on all aspects of the restructuring of the Secretariat (A/49/)

4. Programme questions

(a) Programme performance of the United Nations for the biennium 1992-1993

Regulation 5.1 of the Regulations Governing Programme Planning, the Programme Aspects of the Budget, the Monitoring of Implementation and the Methods of Evaluation reads as follows:

> "The Secretary-General shall monitor the delivery of output scheduled in the approved programme budget through a central unit in the Secretariat. After the completion of the biennial budget period, the Secretary-General shall report to the General Assembly, through the Committee for Programme and Coordination, on programme performance during that period."

At its thirty-second session, the Committee for Programme and Coordination considered the report of the Secretary-General on programme performance of the United Nations for the biennium 1990-1991 (A/47/159 and Add.1) and stressed that future reports on programme performance should balance the current quantitative approach with an analysis that would provide useful information on the implementation of the various activities cited in the programme budget and on the departures from programmed commitments. It also stressed the need for a closer link between programme performance and budget performance reports.

In section II of its resolution 47/214, the General Assembly endorsed the conclusions and recommendations of the Committee for Programme and Coordination on the report of the Secretary-General on the programme performance of the United Nations for the biennium 1990-1991, and requested the Secretary-General to reflect the improvements proposed in his report to the General Assembly at its forty-sixth session in his report on the programme performance of the United Nations for the biennium 1992-1993.

The Committee will have before it the report of the Secretary-General on the programme performance of the United Nations for the biennium 1992-1993.

Documentation

Report of the Secretary-General on the programme performance of the United Nations for the biennium 1992-1993 (A/49/)

(b) Proposed revisions to the medium-term plan for the period 1992-1997

In section I.B of its resolution 48/218, the General Assembly requested the Secretary-General to prepare the proposed revisions to the medium-term plan, to be submitted to the Assembly at its forty-ninth session, in accordance with

regulation 3.11 of the Regulations Governing Programme Planning, the Programme Aspects of the Budget, the Monitoring of Implementation and the Methods of Evaluation, and taking into account the relevant conclusions and recommendations of the Committee for Programme and Coordination at its thirty-third session. In the same resolution, the Assembly reaffirmed that the medium-term plan for the period 1992-1997, originally adopted by the General Assembly in its resolution 45/253 of 21 December 1990 and revised under the terms of Assembly resolution 47/214 of 23 December 1992, constituted the principal policy directive of the United Nations, as set out in regulation 3.3 of the Regulations Governing Programme Planning, the Programme Aspects of the Budget, the Monitoring of Implementation and the Methods of Evaluation contained in the annex to Assembly resolution 37/234 of 21 December 1982.

The Committee will have before it a report of the Secretary-General containing proposed revisions to the medium-term plan for the period 1992-1997.

Documentation

Proposed revisions to the medium-term plan for the period 1992-1997 (A/49/)

(c) Prototype of a new format of the medium-term plan

In section I.B of its resolution 48/218, the General Assembly noted that in its present format the medium-term plan had a limited impact on the work of the Organization and regretted that a prototype of a new format of the medium-term plan had not been provided as requested by the Assembly in its resolution 47/214.

In the same resolution, the Assembly noted with appreciation the recommendation by the Committee for Programme and Coordination that consideration be given to the possibility of replacing the current medium-term plan by a document prepared along a different format as outlined in paragraph 233 of its report, reiterated its request to the Secretary-General to submit to the General Assembly at its forty-ninth session, through the Committee for Programme and Coordination and the Advisory Committee on Administrative and Budgetary Questions, a prototype of a new format of the medium-term plan, taking into account resolution 48/218 and the views expressed by Member States in the Fifth Committee, and decided to give the issue in-depth consideration at its forty-ninth session on the basis of the relevant documentation.

Documentation

Report of the Secretary-General containing a prototype of a new format of the medium-term plan (A/49/)

(d) Review and development of procedures and norms for the creation, suppression, reclassification, conversion and redeployment of posts

In section III of its resolution 47/212, the General Assembly requested the Secretary-General to improve the presentation and justification of the changes in the staffing table of the United Nations that he might propose in the context

of the proposed programme budget for the biennium 1994-1995. It also requested the Secretary-General to submit to the Assembly at its forty-eighth session a report on all issues related to the creation, suppression, reclassification, and redeployment of posts.

In section I.E of its resolution 48/218, the Assembly took note of the note by the Secretary-General on procedures and norms for the creation, suppression, reclassification, conversion and redeployment of posts and requested the Secretary-General to submit to the Assembly at its forty-ninth session through the Committee for Programme and Coordination and the Advisory Committee on Administrative and Budgetary Questions, a report on procedures and norms, including workload analyses, to justify the creation, suppression, reclassification, conversion and redeployment of posts. In resolution 48/228 of 23 December 1993, the General Assembly reiterated its request that a report should be submitted on those issues.

Documentation

Report of the Secretary-General on procedures and norms, including workload analyses, to justify the creation, suppression, reclassification, conversion and redeployment of posts (A/49/)

(e) Establishment of a system of accountability and responsibility of programme managers of the United Nations

In section I.E of its resolution 48/218, the General Assembly endorsed the recommendations of the Committee for Programme and Coordination on the establishment of a transparent and effective system of accountability and responsibility no later than 1 January 1995, as contained in paragraphs 243 to 245 of its report. It requested the Secretary-General to include in the system of accountability and responsibility the following elements, taking into account relevant experiences within and outside the United Nations system:

(a) The establishment of clear responsibility for programme delivery, including performance indicators as a measure of quality control;

(b) A mechanism ensuring that programme managers are accountable for the effective management of the personnel and financial resources allocated to them;

(c) Performance evaluation for all officials, including senior officials, with objectives and performance indicators;

(d) Effective training of staff in financial and management responsibilities.

In the same resolution, the Assembly also requested the Secretary-General to submit a report on the establishment of the system to the Assembly at its forty-ninth session through the Committee for Programme and Coordination and the Advisory Committee on Administrative and Budgetary Questions.

Documentation

Report of the Secretary-General on the establishment of a system of accountability and responsibility of programme managers of the United Nations (A/49/)

(f) Outline of the proposed programme budget for the biennium 1996-1997

In accordance with annex I of General Assembly resolution 41/213, the Secretary-General is to submit an outline of the programme budget for the following biennium, which will contain an indication of the following:

(a) Preliminary estimate of resources to accommodate the proposed programme of activities during the biennium;

(b) Priorities, reflecting general trends of a broad sectoral nature;

(c) Real growth, positive or negative, compared with the previous budget;

(d) Size of the contingency fund expressed as a percentage of the overall level of resources.

In accordance with the same resolution, the Committee for Programme and Coordination, acting as a subsidiary organ of the General Assembly, is to consider the outline of the programme budget and submit its conclusions and recommendations to the Assembly through its Fifth Committee. By resolution 42/211, the Assembly decided that the date for submission of the outline of the programme budget would be 15 August of the off-budget year. The Committee will consider the report of the Secretary-General on the outline of the proposed programme budget for the biennium 1996-1997 when it resumes its thirty-fourth session, from 29 August to 16 September 1994.

Documentation

Report of the Secretary-General on the outline of the proposed programme budget for the biennium 1996-1997 (A/49/)

(g) Evaluation

In accordance with regulation 6.4 of the Regulations Governing Programme Planning, the Programme Aspects of the Budget, the Monitoring of Implementation and the Methods of Evaluation, the Committee will have before it the report of the Secretary-General on the strengthening of the evaluation role and the application of evaluation findings in programme design, delivery and policy directives. In this regard, the attention of the Committee is drawn to the relevant sections of General Assembly resolutions 36/228 B, 37/234, 38/227 A and B, 42/215, 43/219, 44/194 and 45/253.

The Committee will recall that in section III of its resolution 47/214, the Assembly endorsed the conclusions and recommendations of the Committee for Programme and Coordination at its thirty-second session on the question of

programme evaluation in the United Nations and urged the Secretary-General to improve the methodology for self-evaluation.

At its thirty-third session, the Committee requested the Secretary-General to include in his report on evaluation to the Assembly at its forty-ninth session proposals on the phases of the evaluation process, the use of evaluation as an instrument to improve management and programme planning and the development of achievement indicators.

At its thirty-second session, the Committee reviewed the progress report on the in-depth evaluation of the major programme on social development and humanitarian affairs (E/AC.51/1992/2) and endorsed the methodological recommendations for the in-depth evaluation to be undertaken at its thirty-fourth session.

At its thirty-third session, the Committee adopted a timetable for evaluation, according to which it will undertake in 1995 an in-depth evaluation of peace-keeping operations: start up phase. The Committee will have before it at its thirty-fourth session a progress report on the subject.

Also at its thirty-third session, the Committee recommended that the programme entitled "Africa: critical economic situation, recovery and development" be the subject of an in-depth evaluation in 1996. The Committee will have before it a progress report on the subject at its thirty-fourth session.

At its thirty-first session, the Committee considered the report of the Secretary-General on the implementation of the recommendations of the Committee for Programme and Coordination on the evaluation of the programmes on development issues and policies (E/AC.51/1991/5) and took note of the efforts at implementation made to date, as set out in the report of the Secretary-General. In accordance with the timetable for evaluation adopted by the Committee, the triennial review of the implementation of the recommendations made by the Committee at its thirty-first session on the evaluation of the development issues and policies programme: Economic Commission for Africa will be undertaken by the Committee at its thirty-fourth session.

The Committee will recall that, at its thirty-third session, it recommended that:

(a) Future in-depth evaluation reports and the conclusions and recommendations of the Committee on them should be transmitted by the Secretariat to the relevant specialized intergovernmental bodies. The Chairman of the Committee for Programme and Coordination will then request the chairmen of the relevant bodies to provide the Committee with information on action taken by those bodies regarding its recommendations on the evaluations;

(b) In order for the triennial evaluation review to help units concerned to meet new challenges, future triennial reviews should be expanded, as needed, to address a small number of new relevant issues in addition to their primary purpose of assessing the extent of implementation of recommendations made by the Committee for Programme and Coordination three years before. If such needs

arise, the Secretariat should obtain the approval of the Committee one year prior to its scheduled review of the relevant triennial review report.

Documentation

Report of the Secretary-General on the strengthening of the evaluation findings in programme design, delivery and policy directives (A/49/)

Report of the Secretary-General on the in-depth evaluation of the major programme on social development (E/AC.51/1994/2)

Progress report of the Secretary-General on the in-depth evaluation of peace-keeping operations: start-up phase (E/AC.51/1994/3)

Progress report of the Secretary-General on the in-depth evaluation of the programme on Africa: critical economic situation, recovery and development (E/AC.51/1994/4)

Report of the Secretary-General on the triennial review of the implementation of the recommendations made by the Committee for Programme and Coordination at its thirty-first session on the evaluation of the development issues and policies programme: Economic Commission for Africa (E/AC.51/1994/5)

5. Coordination questions

(a) Report of the Administrative Committee on Coordination and preparations for the Joint Meetings of the Committee for Programme and Coordination and the Administrative Committee on Coordination

In accordance with Economic and Social Council resolution 2008 (LX), the Committee will have before it the annual overview report of the Administrative Committee on Coordination for 1993.

The Committee will also have before it the report of the twenty-seventh series of Joint Meetings of the Committee for Programme and Coordination and the Administrative Committee on Coordination, held at Headquarters on 27 October 1993.

Documentation

Annual overview report of the Administrative Committee on Coordination for 1993 (E/1994/)

Report of the twenty-seventh series of Joint Meetings of the Committee for Programme and Coordination and the Administrative Committee on Coordination (E/1994/4)

(b) Proposed revisions to the System-wide Plan of Action for African Economic Recovery and Development

At its thirty-second session, the Committee considered the report of the Secretary-General on the System-wide Plan of Action for African Economic Recovery and Development (E/AC.51/1992/5) and recommended that, since the plan represented the contribution of the United Nations system to the United Nations New Agenda for the Development of Africa in the 1990s, in accordance with paragraph 39 of section II of the annex to General Assembly resolution 46/151 of 18 December 1991, the process of updating it should be carried out after each review of the implementation of the New Agenda by the General Assembly.

The Committee recommended, therefore, that revisions be submitted for its consideration in 1994, 1996 and thereafter as may be decided by the Committee.

In section IV of resolution 47/214, the General Assembly endorsed the recommendations made by the Committee for Programme and Coordination at its thirty-second session on the report of the Secretary-General on the System-wide Plan of Action for African Economic Recovery and Development, and invited the Secretary-General (a) to launch, at the earliest possible time, the System-wide Plan of Action for African Economic Recovery and Development and the United Nations New Agenda for the Development of Africa in the 1990s; and (b) to call upon all the relevant executive heads of the United Nations agencies and bodies to accord high priority to the implementation of the Plan and to use it as a guideline for their activities related to African development.

In order to allow for more time to carry out consultations with the organizations of the United Nations system in the preparation of the proposed revisions to the System-wide Plan of Action, the Committee may wish to consider, at its May session, a draft framework for the proposed revisions to the Plan. The full text of the proposed revisions to the Plan would be submitted to the Committee at its resumed session in August. In proceeding in that manner, the Committee would be in a position to provide further guidance on the basis of the draft framework, so that the proposed revisions to the Plan would fully reflect intergovernmental priorities.

Documentation

Report of the Secretary-General on the draft framework for the proposed revisions to the System-wide Plan of Action for African Economic Recovery and Development (E/AC.51/1994/6)

6. Reports of the Joint Inspection Unit

At its twenty-fourth session, the Committee decided that reports of the Joint Inspection Unit would, in future, be reviewed first by the Committee as to programming aspects and that, to that end, the Committee should be authorized to examine them even without the written comments of the Secretary-General if they were not available; the comments of the Secretary-General could be made orally to the Committee. That decision was approved by the General Assembly in its resolution 39/238. The Committee further decided that, at its organizational meeting each year, it would select the Joint Inspection Unit reports to be

considered at its regular session of that year from a list of titles to be made available by the Secretariat, including the titles of reports projected for the following two years.

The attention of the Committee is drawn to General Assembly resolution 42/218, whereby the Assembly requested all bodies of the United Nations system to examine closely those reports of the Joint Inspection Unit that were within their respective areas of competence and to comment, as appropriate, on the recommendations contained therein. The attention of the Committee is also drawn to General Assembly resolution 45/237.

In its resolution 48/221 of 23 December 1993, the General Assembly noted with appreciation the efforts of the Joint Inspection Unit aimed at improving its programming methods, output and quality of work, and requested it to continue its efforts to comply with the recommendations contained in the report of the Advisory Committee on Administrative and Budgetary Questions and to report thereon to the Assembly. It also invited the Joint Inspection Unit, in its future work programmes, to put more emphasis on inspection and evaluation to ensure optimum use of funds in order to enhance the efficiency of the administrative and financial functioning of the United Nations system. It also requested the Joint Inspection Unit, when appropriate, to provide in its reports information on estimated financial implications or possible cost-savings resulting from implementation of the recommendations formulated therein.

In the same resolution, the General Assembly also invited the Joint Inspection Unit to maintain a close relationship with the Committee for Programme and Coordination, the International Civil Service Commission, the Advisory Committee on Administrative and Budgetary Questions, the Board of Auditors, the Panel of External Auditors and organizations and bodies within the United Nations system in order to ensure greater and more cost-effective coordination of their respective activities for the promotion of management efficiency, greater accountability and transparency of the United Nations and other participating organizations, and requested the executive heads of the participating organizations to increase their efforts to make detailed and timely comments on Joint Inspection Unit reports and to ensure that their governing bodies consider those reports.

7. Provisional agenda for the thirty-fourth session of the Committee

Pursuant to paragraph 3 of Economic and Social Council resolution 1894 (LVII), the Committee will have before it the draft provisional agenda for its thirty-fifth session, with an indication of the documents to be submitted under each agenda item and the legislative authority for their preparation, in order to enable the Committee to consider those documents from the point of view of their contribution to the work of the Committee, their urgency and their relevance in the light of the current situation.

In resolution 1979/41, the Council decided that the provisional agendas for its subsidiary bodies, together with the list of requested documentation, should be submitted to the Council for review, in order, inter alia, to establish greater consistency between the documentation of those bodies and the overall documentation requested by the Council and other subsidiary bodies and greater

consistency between the requests for documentation and the medium-term plan and the programme budget.

The Council, in resolution 1989/114 on further measures for the implementation of its resolution 1988/77 on the revitalization of the Council, urged its subsidiary bodies to implement fully Council resolution 1979/41 in submitting to the Council for consideration their provisional agendas together with the list of requested documentation, with a view to ensuring greater consistency in requests for documentation and improving reporting procedures. In this connection, it will be recalled that the Council has urged all its subsidiary bodies to exercise the utmost restraint in making requests of the Secretary-General for new reports and studies and to implement fully the decisions of the Council and the General Assembly with respect to the control and limitation of documentation (see Council resolutions 1981/83 and 1982/50).

In decision 1983/163, the Council requested the Secretary-General to bring to the attention of intergovernmental and expert bodies, before decisions were adopted, any request for documentation that exceeded the ability of the Secretariat to prepare and process on time and within its approved resources and to draw the attention of intergovernmental bodies to areas where duplication of documentation was likely to occur and/or where opportunities for integrating or consolidating documents that dealt with related or similar themes might exist, with a view to rationalizing documentation.

Documentation

Note by the Secretariat on the provisional agenda and documentation for the thirty-fifth session of the Committee

8. Adoption of the report of the Committee on its thirty-fourth session

The report of the Committee on its thirty-fourth session will be submitted to the Economic and Social Council at its substantive session of 1994 and to the General Assembly at its forty-ninth session.

Attention is drawn to Economic and Social Council resolution 1989/114, in which the Council requested its subsidiary bodies to highlight policy recommendations and decisions resulting from their deliberations for consideration and appropriate action by the Council.

Annex I

Draft programme of work

ORGANIZATIONAL SESSION FOR 1994

Friday, 15 April

Election of officers [1]

Adoption of the agenda and organization of work [2]

Provisional agenda and note by the Secretariat on the status of documentation for the session (E/AC.51/1994/1 and E/AC.51/1994/L.1)

Reports of the Joint Inspection Unit [6]

Selection of the report(s) to be considered by the Committee at its thirty-fourth session

THIRTY-FOURTH SESSION: FIRST PART

Monday, 16 May to Thursday, 19 May

Programme questions [4]

(g) Evaluation

Report of the Secretary-General on the strengthening of the evaluation findings in programme design, delivery and policy directives (A/49/)

Report of the Secretary-General on the in-depth evaluation of the major programme on social development (E/AC.51/1994/2)

Progress report of the Secretary-General on the in-depth evaluation of peace-keeping operations: start-up phase (E/AC.51/1994/3)

Progress report of the Secretary-General on the in-depth evaluation of the programme on Africa: critical economic situation, recovery and development (E/AC.51/1994/4)

Report of the Secretary-General on the triennial review of the implementation of the recommendations made by the Committee for Programme and Coordination at its thirty-first session on the evaluation of the development issues and policies programme: Economic Commission for Africa (E/AC.51/1994/5)

Friday, 20 May	Coordination questions [5]
	(a) Report of the Administrative Committee on Coordination and preparations for the Joint Meetings of the Committee for Programme and Coordination and the Administrative Committee on Coordination
	Annual overview report of the Administrative Committee on Coordination for 1993 (E/1994/)
	Report of the twenty-seventh series of Joint Meetings of the Committee for Programme and Coordination and the Administrative Committee on Coordination (E/1994/4)
	(b) Proposed revisions to the System-wide Plan of Action for African Economic Recovery and Development
	Report of the Secretary-General on the draft framework for the proposed revisions to the System-wide Plan of Action for African Economic Recovery and Development (E/AC.51/1994/6)
Monday, 23 May	Programme questions [4]
	(a) Programme performance of the United Nations for the biennium 1992-1993
	Report of the Secretary-General on programme performance of the United Nations for the biennium 1992-1993 (A/49/)
Tuesday, 24 May	Report of the Joint Inspection Unit [6]
	Report(s) of the Joint Inspection Unit
Wednesday, 25 May	Informal consultations on:
	Programme Questions [4]:
	(a) Programme performance of the United Nations for the biennium 1992-1993
	(g) Evaluation
Thursday, 26 May	Informal consultations on:
	Coordination questions [5]
Friday, 27 May	Adoption of the report of the Committee on the first part of its thirty-fourth session

THIRTY-FOURTH SESSION: SECOND PART

Monday, 29 and Tuesday, 30 August	Review of the efficiency of the administrative and financial functioning of the United Nations [3] Analytical report of the Secretary-General on all aspects of the restructuring of the Secretariat (A/49/)
Wednesday, 31 August	Programme questions [4] (d) Review and development of procedures and norms, including workload analyses, to justify the creation, suppression, reclassification, conversion and redeployment of posts Report of the Secretary-General (A/49/) (e) Establishment of a system of responsibility and accountability of programme managers of the United Nations Report of the Secretary-General (A/49/)
Thursday, 1 September* to Tuesday, 6 September	Programme questions [4] (b) Proposed revisions to the medium term plan for the period 1992-1997 Proposed revisions to the medium-term plan for the period 1992-1997 (A/49/) (c) Prototype of a new format of the medium-term plan Report of the Secretary-General on the prototype of a new format of the medium-term plan (A/49/)
Wednesday, 7 September to Friday, 9 September	Programme questions [4] (f) Outline of the proposed programme budget for the biennium 1996-1997 Report of the Secretary-General on the outline of the proposed programme budget for the biennium 1996-1997 (A/49/)

* Monday, 5 September, Labour Day, is a holiday at Headquarters.

Monday, 12 September	Coordination questions [5]
	(b) Proposed revisions to the System-wide Plan of Action for African Economic Recovery and Development
	Report of the Secretary-General containing the proposed revisions to the System-wide Plan of Action for African Economic Recovery and Development (E/AC.51/1994/7)
Tuesday, 13 September to Thursday, 15 September (a.m.)	Informal consultation on:
	1. Review of the efficiency of the administrative and financial functioning of the United Nations [3]
	2. Programme questions [4]
	(a) Proposed revisions to the medium-term plan for the period 1992-1997 [4 (b)]
	(b) Prototype of a new format of the medium-term plan [4 (c)]
	(c) Review and development of procedures and norms, including workload analyses, to justify the creation, suppression, reclassification, conversion and redeployment of posts [4 (d)]
	(d) Establishment of a system of responsibility and accountability of programme managers of the United Nations [4 (e)]
	(e) Outline of the proposed programme budget for the biennium 1996-1997 [4 (f)]
Thursday, 15 September (p.m.)	Coordination questions [4]
	[b] Proposed revisions to the System-wide Plan of Action for African Economic Recovery and Development

Friday, 16 September

1. Provisional agenda for the thirty-fifth session of the Committee [7]

Note by the Secretariat on the draft provisional agenda for the thirty-fifth session of the Committee

2. Adoption of the Report of the Committee on the second part of its thirty-fourth session [8]

Annex II

MEMBERS OF THE COMMITTEE FOR PROGRAMME AND COORDINATION

for 1994

	Term expires on 31 December
Argentina	1996
Bahamas	1996
Belarus	1996
Brazil	1996
Cameroon	1996
Canada	1996
China	1995
Comoros	1996
Congo	1996
Cuba	1996
Egypt	1995
France	1994
Germany	1996
Ghana	1994
India	1996
Indonesia	1996
Iran	1996
Japan	1995
Kenya	1995
Netherlands	1996
Nicaragua	1995
Norway	1996
Pakistan	1996
Republic of Korea	1995
Romania	1996
Russian Federation	1994
Senegal	1996
Togo	1995
Trinidad and Tobago	1996
Ukraine	1996
United Kingdom of Great Britain and Northern Ireland	1996
United States of America	1994
Uruguay	1994
Zambia	1994